

Community Pharmacy Kent Deadline Tracker December 2024

If you are part of a pharmacy group or multiple, please liaise with your company head office.

Date Sensitive Tasks

The following tasks need to be completed on by the date specified below:

Subject	Requirement	Deadline	Action and links	Tick when
				completed
Pharmacy First	Service	December 2024	Pharmacy First: The activity threshold of	
	Income		clinical pathway consultations increases to a	
			minimum of 20 clinical pathways per	
			month. This means pharmacy owners must	
			provide a minimum of 20 consultations that	
			pass the gateway point (as detailed in the	
			clinical pathways) to be eligible for the	
			£1,000 monthly payment.	
			Ensure pharmacy team members are aware	
			of the increase in activity threshold and	
			discuss actions that can support the team to	
			reach the increased target	
NHS Profile	Contractual	Complete by	Ensure the DoS and NHS.uk website	
Manage	Requirement	31st September	pharmacy profile is comprehensive and	
		2024	accurate by updating via the NHS Profile	
			Manager.	
			Verify and where necessary, update the	
			information contained in the profile at least	
			once each quarter. The financial quarters	
			are:	
			• 1st October to 31st December	
			• 1st January to 31st March	
			• 1st April to 30th June	
			• 1st July to 30th September	
			Click <u>here</u> for the new NHS profile Manager	
			tools for updating DoS and NHS website.	
			Note the NHS Terms of Service require	
			pharmacy owners to check that their	
			opening hours, contact information, facilities	
			and services information are up to date for	
			each profile, each financial quarter. Check	
			that each module is marked as verified even	
			if no change is required to the information.	
			All boxes must be ticked in the NHS profile	
			Manager otherwise it will be marked as	
			incomplete. The facilities section is the	
			profile most often missed for confirmation.	

Community Pharmacy Kent (Kent LPC)

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Workforce Survey	Contractual	Complete by	The 2024 mandatory workforce survey is	
2024	Requirement	11.59pm on the	now open for pharmacy owners to complete.	
		December 2024	This is a mandatory requirement for all	
			pharmacy owners.	
			The NHSBSA has sent emails to pharmacies	
			asking them to complete the online survey.	
			For those pharmacies that do not receive an	
			email from the NHSBSA, such as multiple	
			pharmacy groups, it is likely your head office	
			will submit data on their behalf, but if there	
			is any doubt, check with head office.	
			Complete the survey and ensure this is done	
			by midnight on 11th December 2024.	
			Guidance on how to complete the Workforce	
			Survey can be found <u>here</u>	
			Frequently Asked Questions on the survey	
			can be found <u>here</u>	
MYS – Unplanned	Contractual	Ongoing	The Terms of Service require NHS community	
Closures			pharmacy owners to have a business	
			continuity plan for temporary suspensions	
			due to illness or other reasons beyond their	
			control and to action the plan when	
			necessary. Notifications of unplanned	
			temporary suspensions of services (closures)	
			can now be made via the MYS Portal. Find	
C	Dis a mass a su c	Canadatan	out more <u>here</u> .	
Summary of	Pharmacy	See dates on	follow the link below for claiming deadline of	
payments including claiming deadlines	income	attached link	nationally commissioned services.	
Serious Shortage	Dispensing		Active SSPs Can be found here	
Protocols (SSPs)	3,500.00			

Regular Tasks

The following task need to be completed on a daily/monthly basis:

Item	Requirement	Deadline	Action	Completed
PharmOutcomes	Act now	Ongoing	Check Pharm Outcomes a minimum of	
			twice a day for referrals.	
Virtual Outcomes	Workforce Training	Ongoing	joing To access training click the link Pharmacy	
			<u>Training - Virtual Outcomes</u>	

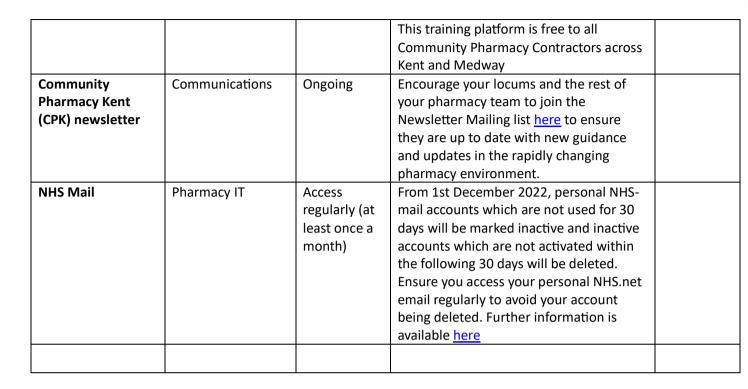
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If you require additional support from Community Pharmacy Kent (Kent LPC) please contact the office team:

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